



**MINUTES
REGULAR COUNCIL MEETING
May 7, 2019 / 6:00 pm**

- **CALL TO ORDER:** 6:00 p.m.
- **PLEDGE OF ALLEGIANCE**
- **ROLL CALL:** Martell, Spanjers, Bissen, Pfiffner, Walsh
- **ACTION TO CHANGE AGENDA:** None

1. Consent Agenda: Motion Martell, Second Spanjers. Unanimous.

All items listed under the consent agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

1.1 Minutes:
April 2, 2019

1.2 Bills Payable Through: May 7, 2019

1.3 Consolidated Balance Sheet April 30, 2019 (none)

2. Water/Waste Water/City Engineer Report:

2.1 305 Main Street Water: Vetsch discussed the residents concern regarding the connection of their water lines to the neighbors. Vetsch reached out to Travis Zenke about repairs. The resident was present and discussed her concerns. The council discussed the need to correct all three homes connected. The Council asked for more research and will table the discussion.

2.2 Matt Vetsch completion of the Type 4 Biosolids Certification: Vetsch completed his Type 4 Biosolids training and passed the certification test. He noted the certificate should be sent in to MPCA to complete the certification. Vetsch will need to re-take the Class D Wastewater test in June.

3. Library/City Hall/City Center Report: Bissen did not have any updates for the library.

4. Police Dept./City Attorney Report: Schuldts provided a flood update. Schuldts and Vetsch met with Chris from MN Department of Public Safety to review the quote and work to be completed.

5. Streets / Maintenance Report:

5.1: Traffic on Cedar Street: Nicole Raven, a resident on Cedar Street, discussed her concern regarding the speed of traffic driving along Cedar Street. There are 8 children under 10 years of age so she is very concerned about their safety. Schuldts recommended the city get a few signs for other areas as well. Schuldts and Vetsch will research options for signs and he asked the resident to get a description of vehicles that are speeding along the street and contact him with the information.

5.2: Seal Coating: Vetsch would like to seal coat James Street and also the alley above James Street. He would also like to seal coat the Fire Station lot and take a look at the parking lot up town. Vetsch asked if there are any other areas of concern. Bissen recommended improvements to the road to the pool.

5.3: Alley by 6th Street: Vetsch discussed the issue of water washing out the alley by 6th Street. Walsh stated there were funds available in the budget to take care of repairs needed. Vetsch reached out to Brian Brickman from River Valley Concrete for a quote on the repair on the curb. Motion for River Valley Concrete to repair the alley by Martell, Second by Pfiffner. Aye: Martell, Pfiffner, Walsh. Abstain: Spanjers, Bissen.

5.4: Alley off Birch Street: Vetsch would like to reach out to Jim Kochie to discuss repairing the alley off Birch Street near the Potter's residence. Vetsch would like to dig a pit and plumb in a pump to the drain. He will follow up with Kochie to discuss proper repairs.

5.5: 4th Street Drain: Vetsch would also like to pour some concrete on the 4th street drain. He noted there is a hazard for children so he would like to correct it.

6. Recreation Board Report: Sam Mullen requested access to have the City Sam's Club card for purchases for the Pool. Vetsch noted she could take card from the City office. Mullen noted she would be purchasing 2 picnic tables for the Pool. She also asked if they could have a large garbage cart rather than the dumpster. She asked if they could have water in the pool and if they could get the pool cleaned out. She noted pool cleanup would be on Sunday May 19th and would also be having orientation for the pool/rec staff. Walsh asked if Baseball was part of Rec and the Council discussed the need to have Baseball follow the same guidelines and have consistency across all of Rec activities. Walsh will plan to contact the Baseball coach to inform him of the guidelines and budget requirements.

7. **Planning Commission / Zoning Report:** Pfiffner reported a Zoning Application for a deck, shed and an overhang on Main Street that would be reviewed at their next meeting. Pfiffner suggested the Zoning Committee meet before the Council meetings rather than the week after the Council meeting. The meetings will be moved to the week before the Council. The council also discussed the need to replace Jim Feuerhelm on the Zoning Committee. Walsh recommended Martell to serve on the Committee in his place.
8. **New Business:**
 - 8.1 Richard's Sanitation – Contract Renewal: Craig Richards presented the new contract and asked that the contract be renewed for the next 7 years rather than a 5 year renewal. He also noted an increase on cart costs of 3% and bags would increase to \$1.60 each, recycling would increase to \$3.23/month. There would be no increase as long as there is not an increase to the tipping fees. Motion to approve the new contract was made by Spanjers, Second Bissen. Aye: Spanjers, Bissen, Pfiffner, Abstain: Martell, Walsh
 - 8.2 2018 Audit–Smith Schafer & Associates: Clerk Martell reported the need to find a new Auditing firm to complete the 2018 Audit. Due to timing and staff, the only firm to respond with a quote was Smith Schafer & Associates. The quote provided was for 3 years to spread out the cost of the startup. The quoted cost was \$9,300 for year 1, \$9,600 for year 2, and \$9,900 for year 3. Motion to move ahead with Smith Schafer & Assoc. made by Spanjers, Second by Pfiffner. Unanimous.
 - 8.3 Digital Sign: Spanjers discussed the need for funding for the new digital sign. The expected cost will be approximately \$40,000 to \$50,000. They have plans to replace the sign located on Tri-State Auto's property. He has looked into different options for donations for the sign and is hopeful to be able to fund a good portion of the cost. They need to have the City fund or borrow funds to get the project started and they will continue to work to raise funds to put towards the cost. There is a 5 week lead time and they need to move forward as the permit will expire. Spanjers feels the sign will be a positive addition for the community. The Council discussed different options for what would be included on the sign and if they would charge for individuals to request notices on the sign. Motion to move forward with the sign and work to collect donations made by Walsh, Second by Martell. Unanimous.
9. **Old Business:**
 - 9.1 Flood Insurance: Clerk Martell discussed the Flood Insurance for the old waste water treatment plant building. Martell and Vetch called Laurie from the USDA to see if it was required for the loan and she stated the City did not need to carry flood insurance on the old building. Tom Danielson provided an option to cancel the insurance or lower the coverage on the building. Motion to cancel flood insurance made by Spanjers, Second made by Martell. Unanimous.
 - 9.2 Curb Stop Policy/Ordinance: Mayor Walsh was informed by Skip Wieser that he would have the information ready for the Council at the end of the week. The discussion was tabled for the next Council meeting.
 - 9.3 Bluff Country Learning Center: Vetsch noted that we are still waiting to hear back from Bluff Country on their plans to move forward with renting the City Center building space. He was hopeful to have a update by the next meeting. The discussion was tabled.
 - 9.4 Book Shelves: Bissen noted they would be bringing down some of the shelves to the library and some were moved to the storage shed. Bissen also discussed the donation of 3 planters provided by Linda Hirshuber. 2 would be brought down to Como Falls and one will be put up at the Library.
10. **Council Member's Comments/Community Input:**

Community: Cindy Welke and Kim Holter presented on behalf of the American Legion Post 498. They would like to install a monument honoring all Veterans in the Veterans Park. They requested approval that the monument be installed on the Northwest corner of the Park. Motion for the location of the monument made by Spanjers, Second by Pfiffner. Unanimous. The Legion was also asking for fundS donated by the City. The discussion was tabled for the next meeting.

Martell:
Spanjers: Suggested office hours for the City Clerk office to be open from 9:00 a.m. to 3:00 p.m. with work time from 8:00–9:00 a.m and from 3:00–4:00 p.m. Spanjers also noted the City and the community is headed in the right direction. He also thanked Don Bissen for all the work he was doing at Como Falls.

Bissen: Asked if the electric bill had been switched over to the Tastee Shoppe. The lease had not yet been signed and was signed by the Mayor on May 7th. Mayor Walsh would follow up with the tenant to have the electricity moved to her name. He also discussed the work that was being done down at Como Falls and asked if some piping could be purchased. Bissen discussed an area in the park that he would like to clean up, however, there is a debate with the adjoining land owner who would not like him to move forward in that area. Mayor Walsh would reach out to the land owner and discuss work to be done.

Pfiffner:
11. **Mayor's Comments:** Meet the Mayor – April 17. The mayor was not able to attend Meet the Mayor on the 17th.
12. **Staff Correspondence:** Clerk Martell requested to attend the LMC New Clerks Conference.
13. **Correspondence Received:**
 - 13.1 Kim Holter–American Legion Post 498 Noted above (10)
 - 13.2 Nicole Raven–Traffic on Cedar Street: Noted above (5.1).
14. **Announcements:**

15. **Next Council Meeting:** June 4th, 2019
16. **Items for next Agenda:** 305 Main St. Water, Curb Stop, Bluff Country Learning Center, Veterans Park Monument Donation
17. **Adjournment: Motion** made by Bissen, Second by Spanjers. Unanimous 7:46 p.m